

## **Minister's Report to First Unitarian Board August 2020**

I was on study leave from June 22 – 28, and on vacation from July 6 – Aug 2

**Worship**— I participate in Tuesday evening worship team meetings. I will be providing the ministerial leadership for the Sept 13 “ingathering” worship.

**Administrative and Communications** –I have continued to produce the weekly Society Pages, which are emailed every early Thursday to anyone who signs up for them. Print copies are mailed to 3 members who rather receive theirs in the mail. During vacation, I only needed to combine 2 weeks into one. I pick up the mail weekly from the FU box at the UPS store in Scotch Plains and deposit any checks I find and distribute any bills received to Cass and the bookkeeper. I continue to answer any email sent to [info@fusp.org](mailto:info@fusp.org), and phone calls received at 908.312.1815. I am also making sure the Share the Plate offerings are accurately accounted for and that checks are mailed to the monthly recipients. I review the financial statements for accuracy. I continually update the database software (Breeze) and the website. I was able to lower our monthly payment to MailChimp from 19.99 to 9.99 as of September.

**Pastoral Care**—I created a memorial service recording for the family of Tom Belz, who passed away in June. I am working with Carl Lange to provide a virtual Celebration of Life for Doris on 8/15 at 2 pm. I will be continuing communications with Ralph Braskett’s daughter to also provide a virtual memorial to honor him. I am available for zoom appointments whenever necessary to members with pastoral care concerns.

**Ministerial Presence**—I continue to be involved with the Scotch Plains/Fanwood Ministerium.

Yours in positive faith,

Rev. Ann Marie Alderman [amalderman@fusp.org](mailto:amalderman@fusp.org) cell 908.956.1723